

INFORMATION RELATING TO

National Green Tribunal

UNDER SECTION 4(1) (B) OF THE
RIGHT TO INFORMATION ACT, 2005



(Updated as on 01.01.2020)

(Principal Bench)

FaridkotHouse, CopernicusMarg,
New Delhi-110001

2020



RTI MANUAL Under Section 4(1) (b)

Section 4 (1) (b) (i)

The Particulars of its organization, functions and duties.

***The National Green Tribunal
Act, 2010 and the establishment
of The National Green Tribunal:***

The National Green Tribunal was established under Section 3 of the National Green Tribunal Act, 2010 (No. 19 of 2010 and came into force on 18th of October 2010) for the effective and expeditious disposal of cases relating to environmental protection and conservation of forests and other natural resources including enforcement of any legal right relating to environment and giving relief and compensation for damages to persons and property and for matters connected therewith or incidental thereto.

As per Section 4 (1) of the Act, the Tribunal shall consist of :-

- A full time chairperson;
- Ten to Twenty full time Judicial Members;
- Ten to Twenty full time Expert Members

Vide Notification F. No. 17(4)2010-PL/NGT(Vol.IV) dated 10th August 2017, the Central Government Specified the following ordinary places of sitting of the National Green Tribunal which shall exercise jurisdiction in the area indicate against each:

| | Zone | Place of Sitting | Territorial Jurisdiction |
|----|-------------|----------------------------|--|
| 1. | Northern | Delhi (Principal Bench) | Uttar Pradesh, Uttarakhand, Punjab, Haryana, Himachal Pradesh, Jammu and Kashmir, Goa, National Capital Territory of Delhi and Union Territory of Chandigarh, Daman and Diu and Dadra and Nagar Haveli |

| | | | |
|----|----------|---------|--|
| 2. | Western | Pune | Maharashtra, Gujarat. |
| 3. | Central | Bhopal | Madhya Pradesh, Rajasthan and Chhattisgarh. |
| 4. | Southern | Chennai | Kerala, Tamil Nadu, Andhra Pradesh, Karnataka, Union Territories of Puducherry and Lakshadweep. |
| 5. | Eastern | Kolkata | West Bengal, Odisha, Bihar, Jharkhand, Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Union territory of Andaman and Nicobar Islands. |

Note:- As per the order dated 11.10.2017 of Hon'ble High Court of Bombay at Goa Bench in PIL Writ Petition No. 22 of 2017, Goa will be under the jurisdiction of Western Zone Bench at Pune.

**Establishment
of the National
Green Tribunal
w.e.f. 18th of
October 2010**

The National Green Tribunal was established on 18th October, 2010 with the appointment of Sh. Justice L. S. Panta, Former Judge of Supreme Court as the first Chairperson of the National Green Tribunal but he resigned in October, 2011 and w.e.f. 1st January, 2012 Hon'ble Mr. Justice A.S. Naidu was authorized to act as the Chairperson of the National Green Tribunal as the vacancy in the office had fallen vacant due to the resignation vide Notification dated 31st December, 2011.

**The Principal
Bench**

The Principal Bench at New Delhi was initially set-up at two places.

- 13. The Principal Bench** at Van Vigyan Bhawan, Sector-V, R. K. Puram, New Delhi.
(ii) Bench-1 at Tirkoot Building, Bhikaji Cama Place, New Delhi.

- **On 18th October, 2013** Principal Bench shifted to Faridkot House, Copernicus Marg, New Delhi-110001.

**Commencement
of Southern Zone
Bench, Chennai**

Commencement of Southern Zone Bench at Chennai

With effect from 1st of November, 2012 Southern Zone Bench was constituted with :

1. Hon'ble Mr. Justice M. Chockalingam Judicial Member
2. Prof. Dr. R. Nagendran Expert Member

**Commencement
of Second Bench
of Southern Zone
Bench, Chennai**

Commencement of Second Bench of Southern Zone Bench at Chennai

With effect from 23rd of March, 2015, Second Bench of Southern Zone Bench was constituted with :

1. Hon'ble Mr. Justice Dr. P. Jyothimani Judicial Member
2. Hon'ble Mr. P. S. Rao Expert Member

**Commencement
of Central Zonal
Bench, Bhopal**

Commencement of Central Zone Bench at Bhopal

With effect from 7th of April, 2013, Central Zone Bench was constituted with :

- | | |
|---|-----------------|
| 1. Hon'ble Mr. Justice P. Jyothimani | Judicial Member |
| 2. Hon'ble Dr. Ajay Achyutrao Deshpande | Expert Member |

Commencement of Western Zonal Bench, Pune

Commencement of Western Zone Bench at Pune

With effect from 25th of August, 2013, Western Zone Bench was constituted with :

- | | |
|---|-----------------|
| 1. Hon'ble Mr. V.R. Kingaonkar | Judicial Member |
| 2. Hon'ble Dr. Ajay Achyutrao Deshpande | Expert Member |

Commencement of Eastern Zonal Bench, Kolkata

Commencement of Eastern Zone Bench at Kolkata

With effect from 24th of May, 2014, Eastern Zone Bench was constituted with :

- | | |
|--------------------------------------|-----------------|
| 1. Hon'ble Mr. Justice P. Jyothimani | Judicial Member |
| 2. Hon'ble Prof. (Dr.) P. C. Mishra | Expert Member |

Appointment, Tenure, Salaries and terms of conditions, and the procedure for enquiry of charges of the Chairperson, Judicial and Expert Member

The appointment of the Chairperson and the Members

- The Chairperson, Judicial Members and Expert Members of the Tribunal shall be appointed by the Central Government for a term of 5 years.
- The Chairperson shall be appointed by the Central Government in consultation with the Chief Justice of India.
- The Judicial Members and Expert Members of the Tribunal shall be appointed on the recommendations of the Selection Committee, in the manner as prescribed in the Rules, notified by MoEF.
- Their salaries, terms and conditions of service and the procedure for enquiry of charges against them are also detailed in the rules notified on 26th November, 2010. (details that of available on the website of MoEF).

Status of the appointment of the Hon'ble Chairperson, Hon'ble Judicial Members and Hon'ble Expert Members

The Appointment of PRESENT HON'BLE CHAIRPERSON:

Hon'ble Mr. Justice Adarsh Kumar Goel, Judge, Supreme Court of India has been appointed as Chairperson of the National Green Tribunal vide notification No. S.O.No. 3325€ dated 06.07.2018.

FORMER HON'BLE CHAIRPERSON

| Sl. No. | Name | Date of appointment | Tenure |
|---------|--------------------------------|---------------------|------------|
| 1. | Hon'ble Mr. Justice L.S. Panta | 18.10.2010 | 17.10.2011 |
| 2. | Hon'ble Mr. Swatanter Kumar | 20.12.2012 | 19.12.2017 |

PRESENT HON'BLE JUDICIAL MEMBERS

| Sl. No. | Name | Date of appointment | Tenure |
|---------|--|---------------------|------------|
| 2. | Hon'ble Mr. Justice Raghuvendra S. Rathore | 16.01.2016 | 30.06.2020 |
| 3. | Hon'ble Mr. Justice Sonam Phintso Wangdi | 22.01.2016 | 24.10.2020 |
| 4. | Hon'ble Mr. Justice K. Ramakrishnan | 19.11.2018 | 18.09.2023 |

PRESENT HON'BLE EXPERT MEMBERS

| Sl. No. | Name | Date of appointment | Tenure |
|---------|------------------------------------|---------------------|------------|
| 1. | Hon'ble Dr. Satyawan Singh Garbyal | 13.01.2016 | 29.07.2020 |
| 2. | Hon'ble Dr. Nagin Nanda | 01.03.2017 | 28.02.2022 |
| 3. | Hon'ble Shri Saibal Dasgupta | 01.11.2019 | 31.10.2022 |
| 4. | Hon'ble Shri Siddhanta Das | 01.01.2020 | 31.12.2022 |

FORMER HON'BLE JUDICIAL MEMBERS

| Sl. No. | Name | Date of appointment | Tenure |
|---------|---|---------------------|------------|
| 1. | Hon'ble Mr. Justice A. Satyanarayan Naidu (Acting Chairperson w.e.f. 01.01.2012 to 19.12.2012) | 02.06.2011 | 31.01.2013 |
| 2. | Hon'ble Mr. Justice C.V. Ramulu | 05.05.2011 | 20.09.2012 |
| 3. | Hon'ble Mr. Justice Amit Talukdar | 18.04.2012 | 01.07.2012 |
| 4. | Hon'ble Mr. Justice M. Chokalingam | 04.05.2012 | 16.02.2016 |
| 5. | Hon'ble Mr. Justice V.R. Kingaonkar | 01.08.2012 | 30.01.2016 |
| 6. | Hon'ble Dr. Justice P. Jyothimani | 24.12.2012 | 25.10.2017 |
| 7. | Hon'ble Mr. Justice Umesh Dattatraya Salvi (Acting Chairperson w.e.f. 20.12.2017 to 13.02.2018) | 14.02.2013 | 13.02.2018 |
| 8. | Hon'ble Mr. Justice S.N. Hussain | 22.07.2013 | 07.10.2014 |
| 9. | Hon'ble Mr. Justice Dalip Singh | 24.07.2013 | 17.11.2017 |
| 10. | Hon'ble Mr. Justice B.S. Reddy | 12.09.2013 | 24.10.2013 |
| 11. | Hon'ble Mr. Justice M.S. Nambiar | 09.10.2013 | 02.01.2018 |
| 12. | Hon'ble Mr. Justice Pratap Kumar Ray | 24.09.2014 | 30.06.2016 |
| 13. | Hon'ble Dr. Justice Jawad Rahim | 08.02.2016 | 01.09.2019 |

FORMER HON'BLE EXPERT MEMBERS

| Sl. No. | Name | Date of appointment | Tenure |
|---------|--------------------------------------|---------------------|------------|
| 1. | Hon'ble Prof.(Dr.) R. Nagendran | 05.05.2011 | 11.05.2016 |
| 2. | Hon'ble Dr. D.K. Agrawal | 05.05.2011 | 05.05.2016 |
| 3. | Hon'ble Mr. Vijai Sharma | 05.05.2011 | 01.03.2012 |
| 4. | Hon'ble Dr. G.K. Pandey | 05.05.2011 | 04.01.2015 |
| 5. | Hon'ble Prof. (Dr.) P.C. Mishra | 16.11.2012 | 15.11.2017 |
| 6. | Hon'ble Mr. P.S. Rao | 16.11.2012 | 15.11.2017 |
| 7. | Hon'ble Prof. A.R. Yousuf | 23.11.2012 | 27.08.2016 |
| 8. | Hon'ble Mr. Ranjan Chatterjee | 02.01.2013 | 08.10.2017 |
| 9. | Hon'ble Mr. Bikram Singh Sajwan | 07.01.2013 | 09.12.2017 |
| 10. | Hon'ble Dr. Ramesh Chandra Trivedi | 06.02.2013 | 26.12.2014 |
| 11. | Hon'ble Dr. Ajay Achyutrao Deshpande | 18.03.2013 | 14.07.2017 |

POWERS***Financial and Administrative Powers of Chairperson***

As per Section 13 of the Act, the Chairperson of the Tribunal shall exercise such financial and administrative powers as may be vested in him under the rules made by the Central Government:

Provided that the Chairperson may delegate such of his financial and administrative powers, as he may think fit, to any Judicial Member or Expert Member or officer of the Tribunal subject to the condition that the Member or such officer, while exercising such delegated power, continues to act under the direction, control and supervision of the Chairperson.

Financial Powers of Chairperson

Vide Notification dated 4th April, 2011 (G.S.R. 295 (E)), in exercise of the powers conferred by Section 13 read with Clause (i) of sub-section (2) of Section 35 of the National Green Tribunal Act, 2010, the Central Government vide Rule 4 notified that the Chairperson shall have the same powers as are conferred on a Head of the Department of the Central Government in respect of the Delegation of Financial Power Rules, 1978, the Central Financial Rules, 1963, the Fundamental and Supplementary Rules, the Central Civil Services (Leave) Rules, 1972, the Central Civil Services (Joining Time) Rules, 1979, the Central Civil Services (Conduct) Rules, 1964, the Central Civil Service (Classification, Control and Appeal) Rules, 1965, and the General Provident Fund (Central Services) Rules, 1960 :

Provided that the exercise of the financial powers shall be subject to any procedural or other instructions issued from time to time by the Government .

Provided further that in respect of matters not within the competence of the Chairperson, concurrence of the Ministry of Finance or any other authority shall be obtained by the Chairperson through the Ministry of Environment and Forests.

Head of the Department (HOD) As per Order dated 29.06.2012, of J.S. to GOI, the Chairperson, NGT shall have the powers to exercise, not exceeding those vested in the Department, as specified in Schedules V & VI of Delegation of Financial Power Rules, 1978 with immediate effect and until further orders.

Head of the Office (HOO) Presently, Shri.Kapil Mehta, Registrar is HoO, who was appointed as HoO vide Order No. NGT/PB/29/Admn/2015/230, dated 12.04.2019 by the Hon'ble Chairperson, in view of the provisions of Section 13 of the Act.

Administrative Powers of Chairperson

Vide Rule 3 of the above Notification, Powers of Chairperson related to posting or transfer of a Member

- (1) The Chairperson shall have the power to post a Member at a particular ordinary place of sitting of the Tribunal.
- (2) The Chairperson, depending on the contingency, shall have the power to transfer any Member from one ordinary place of sitting to another place of sitting by a speaking order.

JURISDICTION

Jurisdiction Power and Proceedings of the Tribunal

1. As per Section 14 (1) of the Act, the Tribunal shall have the jurisdiction over all civil cases where a substantial question relating to environment (including enforcement of any legal right relating to environment), is involved and such question arises out of the implementation of the enactments specified in Schedule I (Refer the NGT Act for details).

(2) The Tribunal shall hear the disputes arising from the questions referred to in sub-section (1) and settle such disputes and pass order thereon.

2. Appellate jurisdiction under section 16 of the Act.

As per Section 15 (1) of the Act, the Tribunal may, by an order, provide,-

- (a) relief and compensation to the victims of pollution and other environmental damage arising under the enactments specified in the Schedule 1 (including accident occurring while handling any hazardous substance);
- (b) for restitution of property damaged;
- (c) for restitution of the environment for such area or areas, as the Tribunal may think fit.

Section 4 (1) (b) (ii)

Powers and duties of the officers and employees

The powers of the officers and employees are derived from the NGT Act, 2010 and various Government Rules, instructions, exclusive orders etc. issued from time to time.

Staff of the Tribunal

As per Section 12 (1) of the Act, the Central Government shall determine the nature and categories of the officers and other employees required to assist the Tribunal in the discharge of its functions.

- (2) The recruitment of the officers and other employees of the Tribunal shall be made by the Chairperson in such manner as may be prescribed.
- (3) The officers and other employees of the Tribunal shall discharge their functions under the general superintendence of the Chairperson.
- (4) The salaries and allowances and conditions of service of the officers and other employees of the Tribunal shall be such as may be prescribed.

Sanctioned Strength of the Employees

Vide order dated 12th May, 2011 of Director (PL), it was informed that the Ministry of Environment & Forests with concurrence with the Ministry of Finance (Department of Expenditure) has sanctioned a total number of 95 posts in 13 categories of the Officers and Employees of the National Green Tribunal (NGT).

Further vide Order dated 18.01.2013 & Notification dated 18.01.2013, 21 posts of Drivers were also sanctioned and recruitment rules were notified on 17.04.2013. Further vide Letter dated 18.09.2013 of MoEF, 4 additional posts of Registrar were sanctioned. Further, vide Order dated 03.09.2014, MoEF & CC accorded sanctioned for creation of 41 posts in the National Green Tribunal. Subsequently vide order dated 14.03.2016, sanction was accorded for five posts of Senior Accountants.

Thus, the sanctioned posts of the officers & employees of the NGT are as follows :

SANCTIONED STRENGTH OF THE STAFF IN NGT as on 01 .01.2020

| Sl No. | Name of the Post | Existing | | 7 th CPC | Senction Posts | Hqrs. (Delhi) | Other 4 places of sitting of Tribunal | Total |
|--------|----------------------------------|----------|-----------|---------------------|----------------|---------------|---------------------------------------|-----------|
| | | Pay Band | Grade Pay | | | | | |
| 1. | Registrar | PB-4 | Rs.8700 | Level-13 | 5 | 1 | 4 | 5 |
| 2. | Deputy Registrar | PB-3 | Rs.7600 | Level-12 | 5 | 1 | 1 | 2 |
| 3. | Asstt. Registrar | PB-3 | Rs.6600 | Level-11 | 5 | 1 | 1 | 2 |
| 4. | Principal Private Secretary | PB-3 | Rs.6600 | Level-11 | 1 | 0 | 0 | 0 |
| 5. | Deputy Controller of Accounts | PB-3 | Rs.6600 | Level-11 | 1 | 1 | 0 | 1 |
| 6. | Accounts Officer | PB-2 | Rs.5400 | Level-9 | 1 | 0 | 0 | 0 |
| 7. | Hindi Officer | PB-2 | Rs.5400 | Level-9 | 1 | 0 | 0 | 0 |
| 8. | Section Officer | PB-2 | Rs.4800 | Level-8 | 11 | 2 | 2 | 4 |
| 9. | Private Secretary | PB-2 | Rs.4800 | Level-8 | 21 | 0 | 0 | 0 |
| 10. | Assistant (Judicial) | PB-2 | Rs.4600 | Level-7 | 17 | 6 | 5 | 11 |
| 11. | Librarian | PB-2 | Rs.4200 | Level-6 | 5 | 1 | 2 | 3 |
| 12. | Hindi Translator | PB-2 | Rs.4200 | Level-6 | 5 | 2 | 2 | 4 |
| 13. | Stenographer Grade-I | PB-2 | Rs.4200 | Level-6 | 21 | 10* | 1 | 11 |
| 14. | Sr. Accountant | PB-2 | Rs.4200 | Level-6 | 5 | 0 | 0 | 0 |
| 15. | Accountant | PB-1 | Rs.2400 | Level-4 | 5 | 1 | 4 | 5 |
| 16. | Stenographer Grade-II | PB-1 | Rs.2400 | Level-4 | 12 | 6 | 3 | 9 |
| 17. | Staff Car Driver (Special Grade) | PB-2 | Rs.4200 | Level-6 | 1 | 0 | 0 | 0 |
| 18. | Staff Car Driver (Grade I) | PB-1 | Rs.2800 | Level-5 | 2 | 0 | 0 | 0 |
| 19. | Staff Car Driver (Grade II) | PB-1 | Rs.2400 | Level-4 | 6 | 0 | 0 | 0 |
| 20. | Staff Car Driver (Ordinary Post) | PB-1 | Rs.1900 | Level-2 | 12 | 6 | 1 | 7 |
| 21 | Multi Tasking Staff (New Post) | PB-1 | Rs.1800 | Level-1 | 24 | 0 | 0 | 0 |
| | TOTAL | | | | 166 | 38 | 26 | 64 |

45 MTSs were appointed by the NGT as per directions of Hon'ble Supreme Court of India in its Order dated 10.10.2012 passed in SLP (Civil) No. 12065/2009 in re. UOI Vs. VimalBhai&Ors. and the same are deemed as sanctioned. However, 40 are in position at this point of time.

POSITION OF STAFF IN NGT AS ON 01.01.2020**Sanctioned Strength- 166****Filled up: 64****Vacant: 102**

| Sr No | Name of the Post | Level in Pay Matrix | Pay Band | Grade Pay | Sanctioned Posts | Filled Posts | Vacant Posts | Remarks |
|--------------|---|----------------------------|----------|-----------|------------------|--------------|--------------|--|
| 1 | Registrar | Level-13(123100-215900/-) | PB-4 | Rs.8700 | 5 | 5 | 0 | Kindly refer to SCI Orders dated 12.05.2011, 03.05.2012 & 29.11.2013 passed in SLP (Civil) No. 12065/2009 in re. UOI Vs. VimalBhat&Ors. |
| 2 | Deputy Registrar | Level-12(78800-209200/-) | PB-3 | Rs.7600 | 5 | 2 | 3 | |
| 3 | Assistant Registrar | Level-11(67700-208700/-) | PB-3 | Rs.6600 | 5 | 2 | 3 | |
| 4 | Dy. Controller of Accounts | Level-11(67700-208700/-) | PB-3 | Rs.6600 | 1 | 1 | 0 | |
| 5 | PPS | Level-11(67700-208700/-) | PB-3 | Rs.6600 | 1 | 0 | 1 | |
| 6 | Accounts Officer | Level-9(Rs.53100-167800/-) | PB-2 | Rs.5400 | 1 | 0 | 1 | |
| 7 | Hindi Officer | Level-9(Rs.53100-167800/-) | PB-2 | Rs.5400 | 1 | 0 | 1 | |
| 8 | Assistant Accounts Officer appointed on deputation basis against the sanctioned vacant post of Hindi Officer as stop gap arrangement. | | | | 0 | 0 | 0 | |
| 9 | Section Officer | Level-8(Rs.47600-151100/-) | PB-2 | Rs.4800 | 11 | 4 | 7 | |
| 10 | Private Secretary | Level-8(Rs.47600-151100/-) | PB-2 | Rs.4800 | 21 | 0 | 21 | |
| 11 | Assistant (Judicial) | Level-7(Rs.44900-142400/-) | PB-2 | Rs.4600 | 17 | 11 | 06 | Two Asst Jud. Are on lien One Asst Jud case pending before Tribunal (CAT) |
| 12 | Librarian | Level-6(Rs.35400-112400/-) | PB-2 | Rs.4200 | 5 | 3 | 2 | |
| 13 | Hindi Translator | Level-6(Rs.35400-112400/-) | PB-2 | Rs.4200 | 5 | 4 | 1 | |
| 14 | Stenographer (Grade-I) | Level-6(Rs.35400-112400/-) | PB-2 | Rs.4200 | 21 | 11 | 10 | One steno have been sent on deputation |
| 15 | Sr. Accountant (New Posts) | Level-6(Rs.35400-112400/-) | PB-2 | Rs.4200 | 5 | 0 | 5 | |
| 16 | Accountant | Level-4(Rs.25500-81100/-) | PB-1 | Rs.2400 | 5 | 5 | 0 | |
| 17 | Stenographer Grade-II | Level-4(Rs.25500-81100/-) | PB-1 | Rs.2400 | 12 | 9 | 3 | |
| 18 | Staff Car Driver (Special Grade) | Level-6(Rs.35400-112400/-) | PB-2 | Rs.4200 | 1 | 0 | 1 | |
| 19 | Staff Car Driver Grade-I | Level-5(Rs.29200-92300/-) | PB-1 | Rs.2800 | 2 | 0 | 2 | |
| 20 | Staff Car Driver Grade-II | Level-4(Rs.25500-81100/-) | PB-1 | Rs.2400 | 6 | 0 | 6 | |
| 21 | Staff Car Driver Ordinary Grade | Level-2(19900-63200/-) | PB-1 | Rs.1900 | 12 | 7 | 5 | |
| 22 | Multi-Tasking Staff (New Posts) | Level-1(18000-56900/-) | PB-1 | Rs.1800 | 24 | 0 | 24 | |
| Total | | | | | 166 | 64 | 102 | |
| 23 | MTS (as per Supreme Court Order) | | | | | 40 | | 45 MTSs have been appointed by the NGT as per directions of Hon'ble Supreme Court of India in its Order dated 10.10.2012 passed in SLP (Civil) No. 12065/2009 in re. UOI Vs. VimalBhai&Ors. and the same are deemed as sanctioned. Only 40 are in position at this point of time, due to resignations, |

| | | | | | | | |
|--|--|--|--|--|-----|-----|-------------------|
| | | | | | | | terminations etc. |
| | | | | | 166 | 104 | 102 |

Functions and duties of the officers of NGT:

As per National Green Tribunal (Practices & Procedure) Rules, 2011 Rule 2(i) defines Registrar as an Officer of the Tribunal and it includes the Deputy Registrar.

The functions of the Registrar (Includes the Dy. Registrar)

Rule 7 of the above noted Rules prescribes as follow:

- (1) The Chairperson may, by general or special order, entrust the following functions to the Registrar, namely:
 - (a) to receive all applications, appeals and other documents including transferred applications or appeals;
 - (b) to decide all questions arising out of the scrutiny of the applications and appeals before they are registered;
 - (c) to require any application or appeal presented to the Tribunal to be amended for compliance with the provision of the Act or the rules made there under;
 - (d) subject to the directions of the Tribunal to fix the date of hearings and to issue notices therefor;
 - (e) to direct any formal amendment of records;
 - (f) to order grant of copies of documents to parties to the proceeding;
 - (g) to grant leave to inspect the records of the Tribunal;
 - (h) to dispose of all matters relating to the service of notices or other processes, application or appeals for the issue of fresh notices and for extending the time for filing such application or appeals, to grant time not exceeding thirty day's for filing a reply or rejoinder, if any, and to place the matter before the Tribunal for appropriate orders after the expiry of the aforesaid period;
 - (i) to requisition or transfer of any records of such suit, claim or other legal proceedings as are transferred to the Tribunal from any court or other authority;
 - (j) to receive and dispose of application for substitution, except where the substitution would involve setting aside an order of abetment;
 - (k) to receive and dispose of application by parties for return of documents; and
 - (l) to call for information and records and to inspect or cause to be inspected the registry of the other place of sittings under general or special orders as may be

- issued by the Chairperson from time to time.
 (2) The Official records shall be kept in the custody of the Registrar.

**The duties of
Account's
Officer**

There is no Accounts Officer at present in National Green Tribunal, Principal Bench, New Delhi.

**Outsourced
Employees**

Pending regular recruitment being a time consuming process, the NGT, *as a time gap arrangement*, has engaged contractual staff and outsourced employees.

Contractual Employees(As on 01.01.2020)

| S. No. | Name of the Post | Presently Engaged | Posting |
|--------|--------------------------|-------------------|---|
| 1. | Consultant and Expert | 19 | PB (Delhi) (13) SZB(Chennai) (4) WZB(Pune) (1) EZB(Kolkata) (1) |
| 2. | Office Assistant | 12 | PB (Delhi) (2) SZB (Chennai) (4) CZB (Bhopal) (3) WZB(Pune) (3) |
| 3 | Stenographer | 5 | PB (Delhi) (2) CZB (Bhopal) (1) SZB (Chennai) (2) |
| 4. | Computer Clerk | 1 | PB (Delhi) (1) |
| 5. | Court Master | 1 | CZB(Bhopal) (1) |
| 6. | Assistant Librarian | 1 | SZB(Chennai) (1) |
| 7. | Legal Research Associate | 1 | PB(Delhi) (1) |
| 8. | MTS | 58 | PB(Delhi) (23) SZB (Chennai) (07) CZB (Bhopal) (10) WZB(Pune) (07) EZB (Kolkata) (11) |
| 9. | Driver | 09 | PB (Delhi) (3) SZB (Chennai) (1) CZB (Bhopal) (2) WZB(Pune) (1) EZB (Kolkata) (2) |
| Total | | 109 | |

Outsourced Employees(As on 01.01.2020)

| S. No. | Name of the Post | Presently Appointed | Posting |
|--------|------------------|---------------------|-----------------|
| 1. | Office Assistant | 09 | PB (Delhi) (09) |
| 2. | Steno | 2 | PB (Delhi) (2) |
| Total | | 11 | |

**Duties of
the**

- Consultants**, they are assigned duties to provide the opinion / assistance of their expertise to the officers/ staffs of the concerned sections

Employees

2. **Office Assistants** are assigned work in the courts as well as have been deputed for the administration in different sections.
3. **Computer Clerk**isto carry out the general clerical orders of the officers on computer.
4. **Stenographers** are assigned the stenography work in the court and other related works in Judicial Section and Court.
5. **MTS**are assigned the work as Multi Tasking Staff to serve in different sections as the Ushers/ Orderly/ Driver /Court Attendants / Peons / Farash /SafaiKaramchariesetc and also as clerical staff to assist the officers of the respective sections.
6. **Drivers** are assigned the job of driving the vehicles of the Chairperson/ Members.



4(1) (b) (v)

The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions:

The Tribunal follows the rules, regulations, instructions and manuals as prescribed or framed by nodal Ministerial / Department. NO separate rules, regulations, instructions, manuals have been framed, required for the access to the public.

The rules and regulations

The NGT Act, 2010 and the rules framed therein are already available on the official website of MoEF and NGT.

Instructions

Official circulars/Orders/instructions are the internal records in the office that are issued for the general administration and exclusively for the official purposes of NGT.

Manuals and the Records(doc.) held by it or under its control or used for discharging of its functions

RTI Manuals containing all details is on the website of NGT. No other office manual being the NGT is an adjudicatory body.

Details of the Records :

A. Administrative Records

- (i) The General Registers and Files with the Administrative Branch are relating to the Administration.
- (ii) The General Registers and Files with the General Admn. are relating to the General Administration & the Store etc.
- (iii) The Registers and file with the Protocol Section are relating to Protocol facilities & Duties.

B. Accounts Records

The General Registers and the corresponding files with the accounts section are relating to the matters concerning accounts / budget of the NGT& Service matters of NGT Staff.

C. Filing Section Records

- (i) The General Registers with the Filing Section are relating to institution and the receiving of the transferred cases that are to be placed before the Benches of the Tribunal.
- (ii) Six Forms, I to VI as prescribed under rule 8(1) ,Under sec. 18(I) read with Sections 14,15,16 & 17 of the NGT Act, 2010), under rule 8(4), rule 10, rule 34 and rule 29 respectively are relating to the procedure and business of the Tribunal.
- (iii) The Judicial files and the relevant judicial records of the cases are for placing before the Benches for hearing as per the Cause List prepared on day to day basis. (Cause List available on the Website)

- (iv) Orders / judgments delivered by the Benches. The same are also available on the official website of NGT (www.greentribunal.gov.in) and in Judgment Today (NGT) and are available for access for the public.

4 (1) (b) (vi)

A statement of the categories of documents that are held by it or under its control.

The categories of documents are the same as detailed in the column of *records* above mentioned in 4 (1) (b) (v).

4 (1) (b) (vii)

The particulars of any arrangement that exist for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof :

NGT being a statutory adjudicatory body like Courts that functions on its original and appellate side on filing of an application or appeal as a Court (Tribunal), thus there exists no rules relating to any arrangement that exist for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation.

More so, for formulation of its policy, there exists a Policy and Law Division with MoEF, being MoEF is the administrative Ministry for National Green Tribunal.

4 (1) (b) (viii)

A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice.

The following Committees are constituted for effective and smooth functioning of NGT.

1. ADMINISTRATIVE COMMITTEE:

| | |
|--|----------|
| 1. Hon'ble Mr. Justice Raghuvendra S. Rathore, Judicial Member | Chairman |
| 2. Hon'ble Dr. Satyawan Singh Garbyal, Expert Member | Member |

2. FINANCE COMMITTEE:

| | |
|--|--------|
| 1. Hon'ble Mr. Justice Sonam Phintso Wangdi | Member |
| 2. Hon'ble Dr. Satyawan Singh Garbyal, Expert Member | Member |

- 3. Vide Office Memorandum No. NGT (PB)/DR/2018-19/30/418, dated 15.05.2018, the Complaints Committee against sexual harassment of women at work place in the National Green Tribunal implementation has been constituted.**

4. TENDER COMMITTEE:

| | |
|---|----------|
| 1. Hon'ble Dr. Nagin Nanda, Expert Member | Chairman |
| 2. Sh. Kapil Mehta, Registrar General | Member |

5. Local Purchase Committee

| | |
|-------------------------------------|--------|
| 1. Sh. Mohit, Assistant Registrar | Member |
| 2. Sh. R. Renganathan, Consultant | Member |
| 3. Smt. Anshumala, Hindi Translator | Member |
| 4. Sh. Shivom Vashistha, Accountant | Member |

6. MEDICAL COMMITTEE:

| | |
|-------------------------------------|--------|
| 1. Sh. Sita Ram Dheer, Consultant | Member |
| 2. Sh. Meghshyam Sharma, Consultant | Member |

(OFFICERS / STAFFS)

| Position of Existing Staff (Regular/Contractual) in Principal Bench, NGT AS ON 01.01.2020 | | | |
|--|---|----------------------|------------|
| Sl | Name | Designation | Status |
| 1. | KAPIL KUMAR MEHTA | REGISTRAR GENERAL | Deputation |
| 2. | SUKHDA PRITAM | Dy. REGISTRAR | Deputation |
| 3. | MOHIT | ASST REGISTRAR | Deputation |
| 4. | Rajesh Sachdeva | DCA | Deputation |
| 5. | MR. ACHAL SAKHUJA | SECTION OFFICER | Regular |
| 6. | KOMAL JAIN YADAV | SECTION OFFICER | Regular |
| 7. | ANJU | STENO GRADE-I | Regular |
| 8. | AVINASH THAKUR | STENO GRADE-I | Regular |
| 9. | NITIN TANGANIA | STENO GRADE-I | Regular |
| 10. | ANKIT MINOCHA | STENO GRADE-I | Regular |
| 11. | RAJNI PRUTHI | STENO GRADE-I | Regular |
| 12. | MOHIT NAGPAL | STENO GRADE-I | Regular |
| 13. | ANITA KUMAR | STENO GRADE-I | Regular |
| 14. | PRACHI NAUTIYAL | STENO GRADE-I | Regular |
| 15. | SUBHASH CHANDRA NITHARWAL | STENO GRADE-I | Regular |
| 16. | PREETI SARIN | STENO GRADE-I | Regular |
| 17. | ANSHU MALA | HINDI TRANSLATOR | Regular |
| 18. | BRAJESH KUMAR YADAV | HINDI TRANSLATOR | Regular |
| 19. | MANOJ KUMAR | ASSISTANT (JUDICIAL) | Regular |
| 20. | PRERNA GOYAL | ASSISTANT (JUDICIAL) | Regular |
| 21. | NAVEEN KUMAR SINGH | ASSISTANT (JUDICIAL) | Regular |
| 22. | VINOD MEENA | ASSISTANT (JUDICIAL) | Regular |
| 23. | AMIT KUMAR, | ASSISTANT (JUDICIAL) | Regular |
| 24. | VIJAY KUMAR SINGH | ASSISTANT (JUDICIAL) | Regular |
| 25. | DINESH M | LIBRARIAN | Regular |
| 26. | SHIVOM VASHISTHA | ACCOUNTANT | Regular |
| 27. | JYOTI GAUTAM | STENO GRADE-II | Regular |
| 28. | HIMANSHU BIST | STENO GRADE-II | Regular |
| 29. | DHARAMVIR | STENO GRADE-II | Regular |
| 30. | SHILPA NAGPAL | STENO GRADE-II | Regular |
| 31. | Mr. PUNEET UNIYAL (POSTED IN PB FROM CZB) | STENO GRADE-II | Regular |
| 32. | AVINASH GAUTAM | STENO GRADE-II | Regular |
| 33. | NARENDER SINGH | DRIVER | Regular |
| 34. | ARJUN KUMAR MAURYA | DRIVER | Regular |
| 35. | MUKESH KUMAR | DRIVER | Regular |
| 36. | PRAVESH KUMAR | DRIVER | Regular |
| 37. | DHEERAJ | DRIVER | Regular |
| 38. | NAND KISHORE | DRIVER | Regular |
| 39. | NARENDER | DRIVER | Regular |
| 40. | GEETA JOSHI | MTS | Regular |
| 41. | Y. NARAYAN | MTS | Regular |
| 42. | LAXMI NARAYAN SHARMA | MTS | Regular |
| 43. | VINAY KUMAR | MTS | Regular |
| 44. | VINAY KUMAR | MTS | Regular |

| | | | |
|--------------------|--|--------------------------|-------------|
| 45. | SANJAY KUMAR | MTS | Regular |
| 46. | ARUN KUMAR | MTS | Regular |
| 47. | VIKRAM SINGH | MTS | Regular |
| 48. | ARJUN SINGH | MTS | Regular |
| 49. | LATA PUJARI | MTS | Regular |
| 50. | LALIT DUTT PATHAK | MTS | Regular |
| 51. | AMRESH SINGH | MTS | Regular |
| 52. | N KARTHIK | MTS | Regular |
| 53. | MANSAB ALI | MTS | Regular |
| 54. | MUKESH SINGH RAWAT | MTS | Regular |
| 55. | ASHISH SHARMA | MTS | Regular |
| 56. | JITENDER KUMAR | MTS | Regular |
| 57. | MOHD. JUNED KHAN | MTS | Regular |
| 58. | PRABHAT KUMAR | MTS | Regular |
| 59. | DHARMENDRA KUMAR | MTS | Regular |
| 60. | DHEERENDER KUMAR GUPTA | MTS | Regular |
| 61. | BADRI PRASAD YADAV | MTS | Regular |
| 62. | YAQOOB BHATT | MTS | Regular |
| 63. | RAJU GIRI | MTS | Regular |
| 64. | PRAVEEN KUMAR | MTS | Regular |
| 65. | ASHOK KUMAR | MTS | Regular |
| 66. | JANAK RAJ | MTS | Regular |
| 67. | LEELU | MTS | Regular |
| 68. | PRAMOD | MTS | Regular |
| 69. | OM PRAKASH | MTS | Regular |
| 70. | NATHO NAG | MTS | Regular |
| 71. | ASHWANI KUMAR | MTS | Regular |
| 72. | DEEPMALA | MTS | Regular |
| Contractual | | | |
| 1. | BIRJU SINGH CHAUHAN, | CONSULTANT | Contractual |
| 2. | SUBHASH CHANDER | CONSULTANT | Contractual |
| 3. | R RENGANATHAN | CONSULTANT | Contractual |
| 4. | S R DHEER | CONSULTANT | Contractual |
| 5. | JUGMOHAN LAL YADAV | CONSULTANT | Contractual |
| 6. | P.K. BANERJEE | CONSULTANT | Contractual |
| 7. | ASHOK KUMAR S/O RAGHU NATH | CONSULTANT | Contractual |
| 8. | ASHOK KUMAR S/O WAZIR CHAND | CONSULTANT | Contractual |
| 9. | MEGHSHYAM SHARMA | CONSULTANT | Contractual |
| 10. | SUBHASH GOYAL | CONSULTANT | Contractual |
| 11. | RANJEET SINGH ASWAL | CONSULTANT | Contractual |
| 12. | KRITIKA RAMYA | LEGAL RESEARCH ASSOCIATE | Contractual |
| 13. | GOPAL SINGH | COMPUTER CLERK | Contractual |
| 14. | ANKIT SURI | OFFICE ASST. | Contractual |
| 15. | CHANDAN KUMAR | OFFICE ASST. | Contractual |
| 16. | PRATIMA AKOLKAR | ENV. EXPERT | Contractual |
| 17. | PREMANSHU SHEKHAR | CONSULTANT (MEDIA) | Contractual |
| 18. | POOJA KANDARI D/O DIWAN SINGH KANDARI | STENOGRAPHER | Contractual |

| 19. | SANDEEP | DRIVER | Contractual |
|---|----------------------|------------------|--|
| 20. | CHANDRA SHEKHAR | DRIVER | Contractual |
| 21. | SUNIL KUMAR | DRIVER | Contractual |
| 22. | RAHUL KR SURYAVANSHI | MTS | Contractual |
| 23. | MANAS RAUT | MTS | Contractual |
| 24. | BITTU BHATTI | MTS | Contractual |
| 25. | BHANU PRATAP SINGH | MTS | Contractual |
| 26. | VINOD KUMAR | MTS | Contractual |
| 27. | DINESH KUMAR | MTS | Contractual |
| 28. | RAJESH RAJOURIA | MTS | Contractual |
| 29. | RANJEET RAJOURIA | MTS | Contractual |
| 30. | ANIL MURAAL | MTS | Contractual |
| 31. | AJAY PAL | MTS | Contractual |
| 32. | DEEPAK THAKUR | MTS | Contractual |
| 33. | PRATAP SINGH GUSAIN | MTS | Contractual |
| 34. | VEENA | MTS | Contractual |
| 35. | SANJAY KUMAR | MTS | Contractual |
| 36. | MANOJ KUMAR | MTS | Contractual |
| 37. | SARITA | MTS | Contractual |
| 38. | SWAROOP RAWAT | MTS | Contractual |
| 39. | ANOOP KUMAR | MTS | Contractual |
| 40. | PRADEEP KUMAR | MTS | Contractual |
| 41. | RANJAN YADAV | MTS | Contractual |
| 42. | SHYAM SUNDAR SHARMA | MTS | Contractual |
| 43. | T.A.Nishant | MTS | Contractual |
| 44. | Ravi Kumar Jaiswal | MTS | Contractual |
| Outsource | | | |
| 1. | RASHMI | PA/STENO | Outsource |
| 2. | VIDHI | STENO | Outsource |
| 3. | AVINASH KUMAR | OFFICE ASST. | Outsource |
| 4. | BHANU JOSHI | OFFICE ASST. | Outsource |
| 5. | DINESH KUMAR | OFFICE ASST. | Outsource |
| 6. | RENU SHARMA | OFFICE ASST. | Outsource |
| 7. | Juhi | OFFICE ASST. | Outsource |
| 8. | Vikas Gawai | OFFICE ASST. | Outsource |
| 9. | Pritam Srivastava | OFFICE ASST. | Outsource |
| 10. | MS. DIPALI GOYAL | OFFICE ASST. | Outsource |
| 11. | MS. NIHARIKA JAIN | OFFICE ASST. | Outsource |
| Position of Existing Staff (Regular/Contractual) in Southern Zonal Bench (Chennai), NGT AS ON 01.01.2020 (National Green Tribunal, Southern Zone Bench, Kalas Mahal, Chepauk, Chennai) | | | |
| SL. NO. | NAME | POST | NATURE OF POST (Regular/ Depu./ Outsourced) |
| 1. | TMT. MEENAKUMARI | REGISTRAR | DEPUTATION |
| 2. | MR. R. RAMESH | DEPUTY REGISTRAR | DEPUTATION |
| 3. | MS. J. POORNIMA | HINDI TRANSLATOR | REGULAR |

| | | | |
|-----|------------------------------|--|-------------|
| 4. | MR. VIVEK SANKAR | ASSISTANT (JUDICIAL) | REGULAR |
| 5. | MS. GEETHU S. THOTTAMMARIYIL | ASSISTANT (JUDICIAL) | REGULAR |
| 6. | MR. SARAVANAN | LIBRARIAN | REGULAR |
| 7. | MR. SANTOSH KUMAR | ACCOUNTANT | REGULAR |
| 8. | MR. R. SUBBURAM | CONSULTANT | CONTRACTUAL |
| 9. | MS. E. GAJALAKSHMI | CONSULTANT | CONTRACTUAL |
| 10. | MS. G. VASANTHI | CONSULTANT | CONTRACTUAL |
| 11. | MR. K. RAJAMANICKAM | CONSULTANT (STENO) | CONTRACTUAL |
| 12. | MR. K. THIRUMOORTHY | LIBRARY ASSISTANT | CONTRACTUAL |
| 13. | MR. A. AMALRAJ SEKAR | CONSULTANT | CONTRACTUAL |
| 14. | MR. V. PADMANABHAN | CONSULTANT (STENO) | CONTRACTUAL |
| 15. | MR. K. KOTHANDARAMAN | CONSULTANT (STENO) | CONTRACTUAL |
| 16. | MR. M. SIVARAMAN | CONSULTANT | CONTRACTUAL |
| 17. | MR. P. ALAGU | CONSULTANT(STENO) | CONTRACTUAL |
| 18. | MS. R. MUTHULAKSHMI | OFFICE ASSISTANT | CONTRACTUAL |
| 19. | MR. K.MADHAVAN | OFFICE ASSISTANT | CONTRACTUAL |
| 20. | MR. MG. RAMACHANDRAN | OFFICE ASSISTANT | CONTRACTUAL |
| 21. | A. JEYA GANDHI | OFFICE ASSISTANT/ DATA ENTRY OPERATOR | CONTRACTUAL |
| 22. | MR. D. MOHAN KUMAR | MTS | REGULAR |

| | | | |
|-----|---------------------------|--------|-------------|
| 23. | MR. ABDUL RAHIM | MTS | REGULAR |
| 24. | MR. P. SHANMUGASUNDARAM | MTS | REGULAR |
| 25. | MR. B. SARAVANAN | MTS | REGULAR |
| 26. | MR. B. HAROON | MTS | REGULAR |
| 27. | MR. S. ASHOK | MTS | CONTRACTUAL |
| 28. | MR. K. MAHADEVAN | MTS | CONTRACTUAL |
| 29. | MR. SOLAIALAGAN A. | MTS | CONTRACTUAL |
| 30. | MR. S. VINOTH | MTS | CONTRACTUAL |
| 31. | MR. S. MUTHU KUMAR | MTS | CONTRACTUAL |
| 32. | I. THANGARAJ | MTS | CONTRACTUAL |
| 33. | MR. SAM SUNDER K. | MTS | CONTRACTUAL |
| 34. | MR. A. CHRISTY RAJ SUJITH | DRIVER | CONTRACTUAL |

| Position of Existing Staff (Regular/Contractual) in Central Zonal Bench (Bhopal), NGT AS ON 01.01.2020 (State Information Commission Bhawan, 3rd Floor, Arera Hills, Bhopal-462 011 (Madhya Pradesh)) | | | |
|---|------------------------------|-----------------------|--|
| SL. NO. | NAME | POST | NATURE OF POST (Regular/ Depu./ Outsourced) |
| 1. | MR. SUSHIL KUMAR | REGISTRAR | DEPUTATION |
| 2. | MR. NEERAJ KUMAR SHARMA | SECTION OFFICER | DEPUTATION |
| 3. | MR. SHAILESH KUMAR SHARMA | SECTION OFFICER | REGULAR |
| 4. | MS. ARTHI PURNAVATI | HINDI TRANS. | REGULAR |
| 5. | MR. MOHD ARIF | ACCOUNTANT | REGULAR |
| 6. | MR. MAHENDRA SRIVASTAVA | STENO. GR.-II (HINDI) | REGULAR |
| 7. | MS. KAVITA GURELE | STENOGRAPHER | CONTRACTUAL |
| 8. | MS. SWATI ABHYANKAR | OFFICE ASSISTANT | CONTRACTUAL |
| 9. | MR. MUKESH PRAJAPATI | OFFICE ASSISTANT | CONTRACTUAL |
| 10. | MR. AZAM KHAN | OFFICE ASSISTANT | CONTRACTUAL |
| 11. | MS. VANDANA JAIN | COURT MASTER | CONTRACTUAL |
| 12. | MR. CHAITANYA PATHAK | MTS | CONTRACTUAL |
| 13. | MR. VINOD SINGH RAWAT | MTS | REGULAR |
| 14. | MR. IQBALUDDIN | MTS | CONTRACTUAL |
| 15. | MR. KAILASH NARAYAN BHARGAVA | MTS | CONTRACTUAL |
| 16. | MR. PAWAN KUMAR SHUKLA | MTS | CONTRACTUAL |
| 17. | MR. BHUPENDER KUMAR UIKE | MTS | CONTRACTUAL |
| 18. | MR. SAMADHAN BORDE | MTS | CONTRACTUAL |
| 19. | MR. SANTOSH KUMAR SHUKLA | MTS | CONTRACTUAL |
| 20. | MR. SURYA PRAKASH ROHIT | MTS | CONTRACTUAL |

| | | | |
|-----|--------------------------|--------|-------------|
| | | | |
| 21. | MR. KAWAR LAL | MTS | CONTRACTUAL |
| 22. | MR. RAJKUMAR VISHWAKARMA | MTS | CONTRACTUAL |
| 23. | MR. SURESH SADANE | DRIVER | CONTRACTUAL |
| 24. | MR. AKHILESH SEN | DRIVER | CONTRACTUAL |



| Position of Existing Staff (Regular/Contractual) in Western Zonal Bench (Pune), NGT AS ON 01.01.2020 (Western Zone Bench, New Administration Building, 1st Floor, B-Wing, Opposite Council Hall, Pune) | | | |
|---|-------------------------------------|---------------------|--|
| SL. NO. | NAME | POST | NATURE OF POST (Regular/ Depu./ Outsourced) |
| 1. | MR. S. N. RAJURKAR | REGISTRAR | DEPUTATION |
| 2. | MR. ASHOK KUMAR GUPTA | ASSISTANT REGISTRAR | DEPUTATION |
| 3. | MS. ELIZA GUPTA | ASSISTANT(JUDICIAL) | REGULAR |
| 4. | MR. PRASANTA KUMAR SAHA | ACCOUNTANT | REGULAR |
| 5. | MR. PARINAV KUMAR, | STENO. GR. -II | REGULAR |
| 6. | MR. VILAS WAGH | CONSULTANT | CONTRACTUAL |
| 7. | MR. MAHESH M. AMBARLE | OFFICE ASSISTANT | CONTRACTUAL |
| 8. | MR. PRATHAMESH KASHINATH KATTE | OFFICE ASSISTANT | CONTRACTUAL |
| 9. | MR. SUDHIRCHANDRA PURUSHOTTAM PATIL | OFFICE ASSISTANT | CONTRACTUAL |
| 10. | MR. SANDIP SONAWANE | MTS | CONTRACTUAL |
| 11. | MR. BHAGWAN V. PADUL | MTS | CONTRACTUAL |
| 12. | MR. VINAYAK SINKAR | MTS | CONTRACTUAL |
| 13. | MR. RAJESH TANAJI BHONSALE | MTS | CONTRACTUAL |
| 14. | MR. MANIK RAUT | MTS | CONTRACTUAL |

| | | | |
|-----|------------------------------|--------|-------------|
| | | | |
| 15. | MR. VIKAS THOTE | MTS | CONTRACTUAL |
| 16. | MS. SWAPNALI SOPAN PARTE | MTS | CONTRACTUAL |
| 17. | MR. DATTATRAY BHAGWAT PARADE | DRIVER | CONTRACTUAL |



| Position of Existing Staff (Regular/Contractual) in Eastern Zonal Bench (Kolkata), NGT AS ON01.01.2020 (Block-III B, 3rd Floor of Finance Centre, Central Business District Action Area-II, PO & PS : New Town, Kolkata-700157, West Bengal) | | | |
|--|---------------------------|----------------------|--|
| SL. NO. | NAME | POST | NATURE OF POST (Regular/ Depu./ Outsourced) |
| 1. | MR. SUBHAYU BANERJEE | REGISTRAR | DEPUTATION |
| 2. | MS. SAMPA BOSE | STENO. GR. -I | DEPUTATION |
| 3. | MD. RAIHAN PATEL | ASSISTANT (JUDICIAL) | REGULAR |
| 4. | MR. ARINDAM BAGCHI | LIBRARIAN | REGULAR |
| 5. | MR. ANAND KUMAR | STENO. GR-II | REGULAR |
| 6. | MS. VANDANA | ACCOUNTANT | REGULAR |
| 7. | MR. AJOY KUMAR CHINYA | CONSULTANT | CONTRACTUAL |
| 8. | MR. UMESH CHANDRA NAYAK | MTS | REGULAR |
| 9. | MR. BISWARUP ROY | MTS | CONTRACTUAL |
| 10. | MR. BIKRAM SAHU | MTS | CONTRACTUAL |
| 11. | MR. SIDDHARTH SHANKAR JHA | MTS | CONTRACTUAL |
| 12. | MR. DIBYENDU GUPTA | MTS | CONTRACTUAL |
| 13. | MR. BISWANATH ROY | MTS | CONTRACTUAL |
| 14. | MR. CHATTU KUMAR YADAV | MTS | CONTRACTUAL |

| | | | |
|-----|-----------------------|--------|-------------|
| 15. | MR. ASHISH GHOSH | MTS | CONTRACTUAL |
| 16. | MR. SAYANTAN SENGUPTA | MTS | CONTRACTUAL |
| 17. | MR. RANJAN MAITRA | MTS | CONTRACTUAL |
| 18. | MR. SITAL BERA | MTS | CONTRACTUAL |
| 19. | MR. SWARUP KUMAR PYNE | DRIVER | CONTRACTUAL |
| 20. | MR. SURAJIT PRAMANIK | DRIVER | CONTRACTUAL |



4(1) (b) (x)**The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations**

The monthly Pay Structure provided for remuneration and received by each of its officers and employees

Sanctioned Strength- 166**Filled up: 64****Vacant: 102**

| Sr No | Name of the Post | Pay Band | Grade Pay | Sanctioned Posts | Filled Posts | Vacant Posts | Remuneration received in Level in Pay Matrix |
|--------------|----------------------------------|----------|-----------|------------------|--------------|--------------|---|
| 1 | Registrar | PB-4 | Rs.8700 | 5 | 5 | 0 | Level-13(123100-215900/-) or as per Judicial Pay Commission |
| 2 | Deputy Registrar | PB-3 | Rs.7600 | 5 | 2 | 3 | Level-12(78800-209200/-) |
| 3 | Assistant Registrar | PB-3 | Rs.6600 | 5 | 2 | 3 | Level-11(67700-208700/-) |
| 4 | Dy. Controller of Accounts | PB-3 | Rs.6600 | 1 | 1 | 0 | Level-11(67700-208700/-) |
| 5 | PPS | PB-3 | Rs.6600 | 1 | 0 | 1 | Level-11(67700-208700/-) |
| 6 | Accounts Officer | PB-2 | Rs.5400 | 1 | 0 | 1 | Level-9(Rs.53100-167800/-) |
| 7 | Hindi Officer | PB-2 | Rs.5400 | 1 | 0 | 1 | Level-9(Rs.53100-167800/-) |
| 9 | Section Officer | PB-2 | Rs.4800 | 11 | 4 | 7 | Level-8(Rs.47600-151100/-) |
| 10 | Private Secretary | PB-2 | Rs.4800 | 21 | 0 | 21 | Level-8(Rs.47600-151100/-) |
| 11 | Assistant (Judicial) | PB-2 | Rs.4600 | 17 | 11 | 6 | Level-7(Rs.44900-142400/-) |
| 12 | Librarian | PB-2 | Rs.4200 | 5 | 3 | 2 | Level-6(Rs.35400-112400/-) |
| 13 | Hindi Translator | PB-2 | Rs.4200 | 5 | 4 | 1 | Level-6(Rs.35400-112400/-) |
| 14 | Stenographer (Grade-I) | PB-2 | Rs.4200 | 21 | 11 | 10 | Level-6(Rs.35400-112400/-) |
| 15 | Sr. Accountant (New Posts) | PB-2 | Rs.4200 | 5 | 0 | 5 | Level-6(Rs.35400-112400/-) |
| 16 | Accountant | PB-1 | Rs.2400 | 5 | 5 | 0 | Level-4(Rs.25500-81100/-) |
| 17 | Stenographer Grade-II | PB-1 | Rs.2400 | 12 | 9 | 3 | Level-4(Rs.25500-81100/-) |
| 18 | Staff Car Driver (Special Grade) | PB-2 | Rs.4200 | 1 | 0 | 1 | Level-6(Rs.35400-112400/-) |
| 19 | Staff Car Driver Grade-I | PB-1 | Rs.2800 | 2 | 0 | 2 | Level-5(Rs.29200-92300/-) |
| 20 | Staff Car Driver Grade-II | PB-1 | Rs.2400 | 6 | 0 | 6 | Level-4(Rs.25500-81100/-) |
| 21 | Staff Car Driver Ordinary Grade | PB-1 | Rs.1900 | 12 | 7 | 5 | Level-2(19900-63200/-) |
| 22 | Multi-Tasking Staff (New Posts) | PB-1 | Rs.1800 | 24 | 0 | 24 | Level-1(18000-56900/-) |
| Total | | | | 166 | 64 | 102 | |
| 23 | MTS (as per Supreme Court Order) | PB-1 | | | 40 | | Level-1(18000-56900/-) |

for remuneratio

4 (1) (b) (xi)

The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made

OBJECT HEADWISE BUDGET ALLOCATION FOR FY 2019-20**(Figures Rs. In Thousand)**

| SNo. | Head of Accounts | Head | B.E. 2019-20 | Revised Estimate (Proposed) 2019-20 |
|--------------------|----------------------|--|-----------------|--|
| 1 | 3435.01.001.04.04.01 | Salaries | 110000 | 110000 |
| 2 | 3435.01.001.04.04.02 | Wages | 10 | 10 |
| 3 | 3435.01.001.04.04.03 | Overtime Allowance | 10 | 200 |
| 4 | 3435.01.001.04.04.06 | Medical treatment | 2000 | 3500 |
| 5 | 3435.01.001.04.04.11 | Domestic Travel Expenses | 8780 | 8780 |
| 6 | 3435.01.001.04.04.12 | Foreign Travel Expenses | 2000 | 2000 |
| 7 | 3435.01.001.04.04.13 | Office Expenses | 70000 | 70000 |
| 8 | 3435.01.001.04.04.14 | Rent Rate & Taxes | 20000 | 20000 |
| 9 | 3435.01.001.04.04.16 | Publication | 350 | 350 |
| 10 | 3435.01.001.04.04.20 | Other Administrative Expenses | 4000 | 4000 |
| 11 | 3435.01.001.04.04.21 | Supplies and Materials | 200 | 200 |
| 12 | 3435.01.001.04.04.26 | Advertisement and Publicity | 100 | 100 |
| 13 | 3435.01.001.04.04.27 | Minor Works | 20000 | 20000 |
| 14 | 3435.01.001.04.04.28 | Professional Services | 11000 | 14000 |
| 15 | 3435.01.001.04.04.30 | Other Contractual Services | 7000 | 12500 |
| 16 | 5425.00.208.13.04.53 | Major Work, Land and Building | 0 | 310000 |
| 17 | 5425.00.208.06 | New Civil Work Construction (on building) | 0 | 300000 |
| Grand Total | | | 255450 | 875640 |

4 (1) (b) (xii)& (xiii)

(xii) *The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes*

No subsidy programmes exists as NGT is a judicial body to adjudicate the disputes for matters relating to environment.

(xiii) *Particulars of recipients of concessions, permits or authorizations granted by it*

No such recipient exists as NGT is a judicial body to adjudicate the disputes.

Details of information

1. The National Green Tribunal Act, 2010
2. The National Green Tribunal Rules, 2011
3. The orders regarding the appointment of members / staff
4. Information regarding to Public Hearing / Staff
5. Information regarding the cases / matters / issues / disputes, etc.
6. Information regarding the cases / matters / issues / disputes, etc.
7. Information regarding the cases / matters / issues / disputes, etc.
8. Information regarding the cases / matters / issues / disputes, etc.

Information available on website of the National Green Tribunal

- The National Green Tribunal Act, 2010 and the Rules framed thereunder by the Central Government through the Ministry of Environment, Forest and Climate Change, Government of India are available on the website of the Ministry of Environment, Forest and Climate Change, Government of India (www.moeffcl.nic.in) as well as on the website of the National Green Tribunal (www.nationalgreentribunal.gov.in)

WORKING HOURS OF THE TRIBUNAL:

As per Rule 30 of the NGT (Practices & Procedure) Rules, 2011,

Except on 2nd Saturdays, Sundays and other Public Holidays,
the Tribunal

shall remain open from **09.30 hrs.to 17.00 hrs.** of a day.

(Please refer the Calender of NGT on website of NGT (www.greentribunal.gov.in) for holidays
and of MoEF (www.envfor.nic) for rules relating to working hours).

LIBRARY AND READING ROOM

Presently the Library and the Reading Room is available only for the Members, officers / staffs of
the Tribunal, due to space constraints.



4 (1) (b) (xvi)

The names, designations and other particulars of the Public Information Officer

PRINCIPAL BENCH AT NEW DELHI(Faridkot House, Copernicus Marg, New Delhi-110001)

| Sl. No. | Designation | Particular of the Designated Officer |
|---------|---|---|
| 1. | First Appellate Authority | Sh. Kapil Mehta, Registrar General, National Green Tribunal(PB) |
| 2. | Nodal Officer | Deputy Registrar, NGT(PB) |
| 3. | Central Public Information Officer | Mr. Mohit, Assistant Registrar, NGT(PB) |
| 4. | Assistant Public Information Officer (Judicial Section) | Ms. Komal Jain Yadav, Assistant(Judicial), NGT(PB) |
| 5. | Assistant Public Information Officer (Admin. Section) | Assistant(Judicial), NGT(PB) |
| 6. | Assistant Public Information Officer (GA Section) | Assistant(Judicial), NGT(PB) |
| 7. | Assistant Public Information Officer (Store Section) | Assistant(Judicial), NGT(PB) |
| 8. | Assistant Public Information Officer (Protocol Section) | Mr. Achal Sakhuja, Assistant(Judicial), NGT(PB) |
| 9. | Assistant Public Information Officer (Library Section) | Mr. Dinesh M., Librarian, NGT(PB) |
| 10. | Assistant Public Information Officer (Accounts Section) | Mr. Shivom Vashishtha, Accountant, NGT(PB) |

WESTERN ZONE BENCH AT PUNE(New Administration Building, 1st Floor, B-Wing, Opposite Council Hall, Pune)

| | | |
|----|------------------------------------|--|
| 1. | First Appellate Authority | Mr. Jayant N. Raje, Registrar, NGT, WZB, Pune |
| 2. | Central Public Information Officer | Mr. Ashok Kumar Gupta, Assistant Registrar, NGT, WZB, Pune |

CENTRAL ZONE BENCH AT BHOPAL(State Information Commission Bhawan, 3rd Floor, Arera Hills, Bhopal-462101)

| | | |
|----|------------------------------------|--|
| 1. | First Appellate Authority | Sh. Sushil Kumar, Registrar, NGT, CZB, Bhopal |
| 2. | Central Public Information Officer | Mr. Neeraj Kumar Sharma, Section Officer, NGT, CZB, Bhopal |

SOUTHERN ZONE BENCH AT CHENNAI Kalas Mahal, Chepauk, 600106)

| | | |
|----|------------------------------------|---|
| 1. | First Appellate Authority | Tmt. Meena Kumari, Ld. Registrar, NGT, SZB, Chennai |
| 2. | Central Public Information Officer | Mr. R. Ramesh, Deputy Registrar, NGT, SZB, Chennai |

EASTERN ZONE BENCH AT KOLKATA (Block-III B, 3rd Floor of Finance Centre, Central Business District Action, Area-II, PO & PS, New Town, Kolkata-700157, West Bengal)

| | | |
|----|------------------------------------|--|
| 1. | First Appellate Authority | Sh. Subhayu Banerjee, Registrar, NGT, EZB, Kolkata |
| 2. | Central Public Information Officer | Not Designated yet. |

Note: *National Green Tribunal has taken all the care and precaution at the time of preparing the RTI Manual, if any clerical/typographical discrepancy is noticed please bring it to the notice of CPIO for correction.*